

MINUTES

Design Review Board Special Session
ZOOM MEETING PLATFORM
September 22, 2021, at 5:30 PM
City of Bisbee, 76 Erie Street, Bisbee AZ 85603

The Meeting Called to Order by LINDA SANTELLANES at 5:30PM

Roll Call-Board Members

Design Review Board	Present	Absent	Excused
Peter Gaffer	X		
Stephan Green	X		
VACANT			
Scot Perfect	X		
Linda Santellanes, Vice Chair	X		
Ben Lepley	X		
VACANT , Chair			
Frank Davis , City Council Liaison	X		
Joe Ward, Bldg. Inspector	X		
Doug Taylor, City Planner	x		

The staff would like to inform all applicants:

1. That all applications on this DRB agenda will require a building permit or a sign permit.
2. That Design Review Board approval does not necessarily reflect the views and policies of the State Historic Preservation Office, which controls decisions impacting tax status of designated contributing historic properties. Please review SHPO's policies. If necessary, contact them directly before making any exterior changes to your property.

The intent of the Design Review process as applied within the Bisbee Historic District is to:

- A. Improve and encourage uses leading to the conservation and/or rehabilitation of buildings, structures, sites, objects and spaces within the Historic District, while allowing for a vibrant, creative and livable community.
- B. Encourage harmonious growth and orderly development.
- C. Assure that future setting, design and construction will correspond to and enhance the visual characteristics of the district.
- D. Prevent construction, alteration or remodeling from occurring in a manner that would be detrimental to the historical or visual characteristics of the district.

CALL TO THE PUBLIC: Residents of the City of Bisbee may speak at this time regarding Design Review Board topics that **ARE NOT ON THE AGENDA** (Please note that the public may address the Board regarding individual items on this agenda following the applicant's initial presentation of their agenda item)

Speaking time limits will be observed during the Call to the Public, the speaking time limit is three (3) minutes per person.

Mr. Taylor, City of Bisbee Planner and Staff Liaison to the Design Review Board introduced himself. He gave a brief overview of his background and his role with the Design Review Board.

OLD BUSINESS

Agenda Item 1.

[This item was tabled for 30 days at the August 4th Meeting.](#)

Application 21-64 Bisbee Residential Historic District, Property located at 239 A Brewery Avenue, Applicant James Tauch.

This application is seeking approval for changes to design plan.

Pursuant to Bisbee Zoning Code Article 3.5.2.A, the property owner is required to obtain approval from the DRB prior to any new construction.

The 300ft. Notification went out on August 18, 2021.

Public Comment: At the time of this agenda

- Six (6) public comments received: opposed. (9)
- Two (2) public comments received: in favor (2)

Ms. Williams, Deputy City Clerk stated to the Board that Mr. Tauch was unable to attend the meeting.

Mr. Lepley recused himself from this Application

MOTION: Mr. Gaffer moved to table Application 21-64 till the next Design Review Board meeting.

SECOND: Mr. Perfect MOTION PASSED: 4/1 (Mr. Lepley recused himself)

NEW BUSINESS

Agenda Item 3.

Application 21-70 Bisbee Residential Historic District, Non-Contributing #637 located at 223 C Youngblood Hill, Applicant Mercedes Agullo / Representative Benjamin Harvey.

This application is seeking approval for windows replacement.

Pursuant to Bisbee Zoning Code Article 3.5.2.A, the property owner is required to obtain approval from the DRB prior to the change of any building's exterior feature.

Mr. Harvey, Representative for application spoke regarding this application to the Board and answered questions.

Mr. Harvey stated that he wanted to use Mr. Taylor's staff report recommendation for his application.

MOTION: Ms. Santellanes moved to accept the recommendations of the City of Bisbee Planner for application 21-70 with the exception of submitting materials for administrative approval as long as they meet code compliance approved by Mr. Joe Ward.

SECOND: Mr. Perfect

MOTION PASSED: UNANIMOUSLY

Agenda Item 4.

Application 21-71 Bisbee Residential Historic District, Property located at 802 C Tombstone Canyon, Applicant William Bohnacker.

This application is seeking approval for new construction of a 30'x17' wood framed accessory structure, 4'x30' wood deck to be on the hillside off Pace Avenue at rear of parcel.

Pursuant to Bisbee Zoning Code Article 3.5.2.A, the property owner is required to obtain approval from the DRB prior to any new construction.

The 300ft. Notification went out on September 7, 2021.

Public Comment: No Comments at the time of this agenda.

Mr. Bohnacker spoke regarding his application to the Board and answered questions.

Ms. Santellanes declared the Public Hearing open.

Opposed- None

Favor- None

Ms. Santellanes declared the Public Hearing closed.

The Board discussed application 21-71.

MOTION: Mr. Gaffer moved to approve application 21-71 as presented.

SECOND: Mr. Perfect

MOTION PASSED: UNANIMOUSLY

Agenda Item 5.

Application 21-72 Bisbee Residential Historic District, Non-Contributing Property located at 142 Brewery Avenue, Applicant Tamara Thomas.

This application is seeking for retroactive approval of existing fence.

This fence at 142 Brewery Avenue was put up by the previous owner of the home without Design Review Board Approval.

Ms. Thomas will own the property as of September 1st and is requesting to have retroactive approval for the existing fence.

Pursuant to Bisbee Zoning Code Article 3.5.2.A, the property owner is required to obtain approval from the DRB prior to the change of any building's exterior feature.

Ms. Thomas spoke regarding her application to the Board and answered questions.

MOTION: Mr. Green moved to approve 21-72; as long as the existing fence has wooden pickets added to the front to make its appearance in compliance with the historic guidelines, which can be administratively approved.

SECOND: Mr. Gaffer

MOTION PASSED: UNANIMOUSLY

Agenda Item 6.

Application 21-73 Bisbee Residential Historic District, Contributing Property #404 located at 620 Tombstone Canyon, Applicants J.P. Kellogg and A.V. Riley

The application is seeking approval for the following:

- Roof Shingles have reached service life, would like to install metal corrugated roof panels.
- 3 New windows in the rear of property approximately 48"x24".

Pursuant to Bisbee Zoning Code Article 3.5.2.A, the property owner is required to obtain approval from the DRB prior to the change of any building's exterior feature.

Mr. J.P. Kellogg spoke regarding his application to the Board and answered questions.

MOTION: Mr. Gaffer moved to approve application 21-73, subject to final design administratively approved by City Planner.

SECOND: Ms. Santellanes

MOTION PASSED: UNANIMOUSLY

Agenda Item 7.

Application 21-74 Bisbee Residential Historic District, Property located at 15 Wood Canyon, Applicant Yancey Garner / Representative Brian Hope CGI.

This application is seeking approval for new construction of quest house 2 stories, approx. 1,700 Square Feet.

The proposed building is physically connecting to the main residence by means of a breezeway. The 1,700SF footprint is less than the 2,000SF footprint of the main residence and does not contain complete independent living facilities.

Pursuant to Bisbee Zoning Code Article 3.5.2.A, the property owner is required to obtain approval from the DRB prior to any new construction.

The 300ft. Notification went out on September 7, 2021.

Public Comment: At the time of this agenda

- One (1) public comments received: opposed. (2)

Mr. Hope, Representative and Mr. Garner applicant spoke regarding this application to the Board and answered questions.

Mr. Garner asked that the opposed letter that was received be read into the record.

Mr. Williams read the following:

Re: New Construction of a two story Bldg. on upper 15 Wood Canyon Hill

The hills of Wood Canyon are historic. We have tours coming thru there to show the sights and talk about them.

The new owner Yancey Garner wants to build new house5 up there and sell them.

We strongly object to a new construction of a two-story building. He calls it a guest house now.

Now, he already put a sign there that says “For Sale by Owner” with the phone number on it.

The addition strain on utilities, car parking, traffic and noise invades the neighborhood and interferes with the peaceful surrounding, wildlife and people who live there.

Ms. Santellanes declared the Public Hearing open.

Opposed- None

Favor- None

Ms. Santellanes declared the Public Hearing closed.

The Board discussed application 21-74.

MOTION: Mr. Lepley moved to approve application 21-74 as proposed.

SECOND: Mr. Perfect

MOTION PASSED: UNANIMOUSLY

Agenda Item 2.

Application 21-68 Bisbee Commercial Historic District, located at 29 Main Street, Applicant Rachel Brand / Representative Rachel Brand & Jennifer Biehn Blanc.

This application is seeking approval of a sign for Jen’s Angel.

Pursuant to Bisbee Zoning Code Article 7.5, the property owner is requested to obtain approval from the DRB prior to obtaining a sign permit for installation of commercial signage.

Ms. Williams, Deputy City Clerk stated that Ms. Biehn Blanc was unable to attend meeting.

MOTION: Ms. Santellanes moved to table Application 21-68 until the October 6th Design Review Board meeting.

SECOND: Mr. Mr. Perfect MOTION PASSED: UNANIMOUSLY

Agenda Item 8.

Approval of the Minutes of the August 4, 2021 Meeting.

MOTION: Ms. Santellanes moved to approve the minutes of the August 4, 2021 Meeting.

SECOND: Mr. Gaffer MOTION PASSED: UNANIMOUSLY

Agenda Item 9.

Review/Discussion/Possible Recommendation to Mayor and Council on a preferred appointment to the Design Review Board.

Ms Santellanes, Vice-Chair recommended of Lori Gunnell to the DRB Board.

- 1. Impressive and diverse civic and volunteer experience and resume;**
- 2. Her post graduate education was in Historic Preservation;**
- 3. Her extensive historic homes and public buildings surveys would be an absolute asset to our board; and**
- 4. She has no conflict of interest where she would have to recuse herself from voting.**

All of these points make her the best fit for the DRB and the top contender for the DRB vacant position.

Because of the previously mentioned, I highly recommend she is given a chance to share her knowledge and help the Historic Community and the entire community of Bisbee, AZ.

Mr. Gaffer, Perfect and Lepley had no comments (abstain) regarding.

Mr. Green abstained and said that it should be done the way that all of the members have been appointed. It was for Council to decide.

Agenda Item 10.

Review/Discussion/Update Checklist for minimum requirements for Design Review Board Application's submitted.

Ms. Williams, Deputy City Clerk stated that she would like to schedule a meeting with Mr. Green and Mr. Taylor to narrow down what needs to be reviewed, discussed or updated.

MOTION: Ms. Santellanes moved to table this item.

SECOND: Mr. Perfect

MOTION PASSED: UNANIMOUSLY

Staff Comments

- On July 7, 2021 **DRB Application 21-54**; 517 A Mayer Avenue was tabled for thirty days or until such time that the applicant can present the documentation as discussed during the hearing.
Mr. Hope asked that this be postponed for another month or two.

FUTURE AGENDA ITEM SUGGESTIONS (Board members may suggest topics for future meeting agendas, but Board will not here discuss, deliberate or take any action on these topics.)

- **Extent of approvals that are given administrative approval**
- **Deciding whether the Board will meet in person or in Zoom moving forward.**

Adjournment: 7:23PM

MOTION: Mr. Perfect moved to adjourn.

SECOND: Mr. Gaffer